

UNITED STATES GOVERNMENT

# Memorandum

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TO : Director of Logistics

DATE: 5 FEB 1963

FROM : Chief, Transportation Division/OL

SUBJECT: Monthly Activity Report (January)

## 1. PROJECTS AND STUDIES IN PROCESS

### a. Audit Report of Transportation Division

A reply to the recent report of audit of this Division, and action on five of the seven auditor recommendations, have been completed. The remaining two recommendations are in process of resolution in coordination with Procurement Division/OL and Finance Division, Office of the Comptroller.

### b. Regulatory Revisions

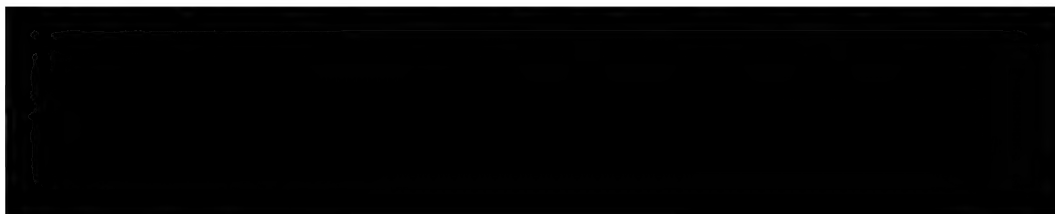
Revisions of [REDACTED] and LI's 1-4 and 1-9 were prepared for publication to reflect transfer of the passenger vehicle function to Logistics Services Division.

### c. Employee Pamphlet



### d. Proposed Letters of Commendation

At the request of Planning Staff/OL, a list was compiled of employees of other Government agencies who have rendered outstanding support to this Division and deserve a letter of commendation.



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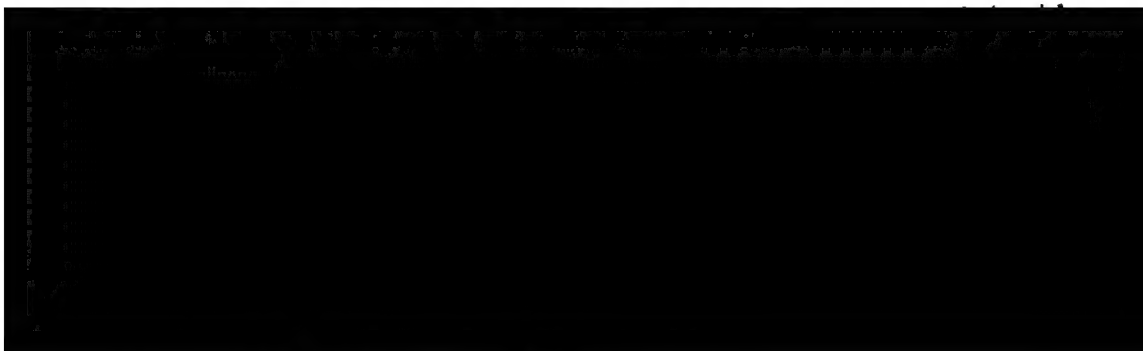
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SUBJECT: Monthly Activity Report



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m. Orientation and Briefing of Personnel



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o. Public Transportation Facilities

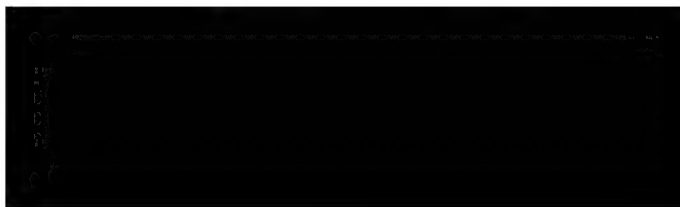
A memorandum was sent to the Employee Relations Unit, Office of Personnel concerning employee complaints about public transportation facilities at Headquarters. The reply stressed that continuing attention will be directed toward improving service, and pointed out some of the problems encountered by commercial bus companies such as approval of rights of way and operating losses sustained on new routes.

p. Single Class Jet Air Accommodations

United Airlines announced that single class service by jet aircraft will be inaugurated on 10 March between San Francisco and Chicago. If successful, the service will be expanded.

3. SPECIAL PROBLEMS

None



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OL/TD/P&C/ [REDACTED] (5 Feb 63)

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